

REQUEST FOR QUALIFICATIONS
ENGINEERING DESIGN AND CONSTRUCTION SERVICES
EAST FORK SIPHON REPLACEMENT

INTRODUCTION

The Montana Department of Natural Resources and Conservation (DNRC) is seeking engineering firms qualified to perform engineering design and construction management for the replacement of the East Fork Siphon. The East Fork Siphon conveys irrigation water from the East Fork of Rock Creek to the Flint Creek drainage. The Project is located southwest of Philipsburg in Granite County.

The work will consist of selecting replacement components for the existing 54" steel-pipe siphon, assessing the suitability of the existing concrete inlet and outlet structures for future use, preparing final design and construction documents, and providing construction management services. DNRC is soliciting and will evaluate Statements of Qualifications (SOQ's) from engineering firms desiring to be considered for this project. **This is not a Request for Proposals.** The work must be done by a Consultant under the direction of a professional engineer licensed in the State of Montana.

BACKGROUND

The East Fork siphon is a 4056-foot long, 54-inch diameter, ¼-inch thick steel-plate structure designed in 1936. The siphon has been in service since 1938. In June, 2001, the siphon ruptured; a 12" x 3/8" fissure was repaired and a ½" diameter corrosion hole was patched. Over the course of the next five years, nine corrosion holes were repaired, a hair-line fracture was welded, and broken anchor straps of a thrust block were replaced. During the time that the anchor straps were broken, the siphon shifted, resulting in movement that closed the expansion joints in the invert of the siphon for a distance of approximately 200 feet downstream of the thrust block.

In April, 2002, S.G. Pinney & Associates, a consulting firm from Olympia, Washington inspected the siphon and concluded that it suffered significant corrosion and had exceeded its design life. The firm made suggestions for monitoring the condition of the siphon while it remained in service and made several recommendations for rehabilitation or replacement.

SCOPE OF WORK

DNRC is requesting professional engineering services to assist in the replacement for the East Fork Siphon. Statements of Qualifications are being solicited from firms capable of performing the following work.

1. Assess the suitability of HDPE pipe, concrete pipe, and coated-steel pipe as replacements for the existing steel-pipe siphon and make cost comparisons.

2. Evaluate the structural integrity of the concrete inlet and outlet structures and assess their suitability for reuse with the new siphon.
3. Prepare a final design for the replacement of the siphon.
4. Prepare a contract document (plans and specifications) for siphon replacement.
5. Provide consultant services for construction inspection and contract administration.

The total project budget for design, contract management and administration is \$200,000.

SCHEDULE AND DEADLINE

Final design and bidding documents must be completed by March 1, 2008 for the anticipated bid-letting date scheduled for March 30, 2008. Construction would be completed during the Spring/Fall 2008 and Winter 2008/2009.

QUALIFICATIONS

Firms desiring to be considered for the work should deliver to DNRC **five bound copies** of the information requested below not later than **5:00 p.m., local time, Thursday, July 12, 2007**. The SOQ's must be in DNRC's possession by this time, **not** postmarked, and must include the following information. Firms must be registered as Technical Service Providers (TSP) with the Natural Resource and Conservation Service (NRCS) in order to be considered.

1. *Overall experience of the project team.* Include completed Federal Form 330. Limit the number of projects in each section of SF 330 to a maximum of 10.
2. *Specialized experience.* Describe specialized experience as it relates to gravity flow systems including siphons and large-diameter buried conduits. At a minimum, the discussion should demonstrate experience necessary to complete the tasks identified in the "Scope of Work" section. Please limit this to no more than 10 pages.
3. *Office location(s).* Indicate the location of the office(s) from which the work would be performed. If work would be shared between main and branch offices at different locations, indicate office locations and what work would be directed or performed from each office. Where a main office and branch office(s) would be involved, include the appropriate information on Federal Form 330 for each.
4. *Organization Chart.* Show proposed relationships among key personnel, support staff, and any subcontractors who would participate, identifying which aspects of work each person would perform. Work assignments should correspond to work described in the "Scope of Work" section plus additional items identified by the Consultant.
5. *Resumes.* Provide resumes for each employee shown on the organization chart who will perform the work and the supervisory personnel who will be responsible for the work proposed. Include education, professional or technical certifications or licenses, and work history relevant to each person's job assignment on this project. Again, if a main and a branch office would be involved, please identify the offices from which the

employees would work. Individual resumes must be limited to no more than four pages each.

6. *Workloads.* Provide information regarding current and projected workloads of the firm or firms involved.
7. *Subcontractors.* Clearly identify any subcontractors and provide general information, resumes, specific qualifications, and the appropriate information from Federal Form 330 for each.

The DNRC may request additional information, clarification, or references at its discretion.

EVALUATION CRITERIA

DNRC will use the following evaluation criteria (listed with scoring points) to rate firms responding to this request. The criteria will be applied in evaluating the project team identified to work on the project.

1. Overall team experience pertinent to hydraulic design, structural design, and the design and replacement of siphon structures or buried piping, correlating with the Scope of Work. (25 points)
2. Individual experience of personnel to be assigned to the project. (15 points)
3. Recent technical experience pertinent to hydraulic design, structural design, and the design and replacement of siphon structures or buried piping, correlating with the Scope of Work. Higher priority will be given for pertinent work performed in the last 5 years. (15 points)
4. Capacity to meet time and project budget requirements. The firm must show that they have the resources to complete all phases in a timely and efficient manner. Include a description of present and projected workloads. (15 points)
5. Proximity of the firm and key personnel to the Project and to the DNRC-SWP office. (10 points)
6. Past experience with the DNRC and/or other public agencies. (5 points)

GENERAL

The work on this project must be done under the direction of a professional engineer licensed in the State of Montana with specific experience in earthen dam design, rehabilitation and construction.

THIS IS NOT A REQUEST FOR PROPOSALS. Proposals will be requested based on evaluation of the SOQ's received.

SELECTION PROCESS

All complete SOQ's received will be reviewed and evaluated by a team of State Water Projects Bureau personnel. Based on DNRC's rating of firms responding to this request, DNRC will request proposals from one or more firms.

DNRC reserves the right to modify the Scope of Work listed in this RFQ based upon the availability of DNRC staff to perform Project tasks.

QUESTIONS AND SUBMITTALS

Please address questions and Statements of Qualifications to:

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Department of Natural Resources and Conservation
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PO Box 201601
Helena, Montana 59620-1601

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RECEIPT OF STATEMENT OF QUALIFICATIONS AND PUBLIC INSPECTION

Public Information

All information received in response to this Request for Qualifications (RFQ), including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the time for receipt of SOQ's has passed with the following four exceptions: (1) bona fide trade secrets meeting the requirements of the Uniform Trade Secrets Act, Title 30, chapter 14, part 4, MCA, that have been properly marked, separated, and documented; (2) matters involving individual safety as determined by the State; (3) any company financial information requested by the State to determine vendor responsibility, unless prior written consent has been given by the offeror as set out in section 18-4-308, MCA; and (4) other constitutional protections. See Mont. Code Ann. § 18-4-304.

Procurement Officer Review of SOQ's

Upon opening the SOQ's received in response to this RFQ, the procurement officer in charge of the solicitation will review the SOQ's and separate out any information that meets the referenced exceptions in **Public Information Section** above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the SOQ.
- The SOQ does not contain confidential material in the cost or price section.
- An affidavit from an offeror's legal counsel attesting to and explaining the validity of the trade secret claim as set out in Title 30, chapter 14, part 4, MCA, is attached to each SOQ containing trade secrets. Counsel must use the State of Montana "Affidavit for Trade Secret Confidentiality" form in requesting the trade secret claim. This affidavit form is available on the General Services Division's website at:
<<http://www.discoveringmontana.com/doa/gsd/css/Resources/Forms.asp>> or by calling (406) 444-2575.

Information separated out under this process will be available for review only by the procurement officer, the evaluation committee members, and limited other designees. Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from another party.